

**10/24/07 LIBRARY BUILDING COMMITTEE
SPECIAL MEETING MINUTES
TAKEN BY: LISA RABIDEAU, LBC CLERK
MINUTES APPROVED ON NOVEMBER 14, 2007**

DATE: Wednesday, October 24, 2007

TIME: 6:30 pm

**PLACE: OAKLAND MAPLEVILLE FIRE DEPARTMENT, 46
Oakland School Street, Oakland, RI**

**MEMBERS PRESENT: David Ketcham, Victor Antoniello, G. Wayne
Miller, Christopher Blakely, Robert Martel**

MEMBERS ABSENT: James Moran, Michael Magnan

**OTHERS PRESENT: Daniel Joubert, Clerk of the Works; Pamela Choi
Redfern & Michael Abbott, NCA; Sandra Mundy, JMS Librarian; Tom
Kravitz; Town Planner**

**CALL TO ORDER: Meeting was called to order by Victor Antoniello
at 6:32 p.m.**

1. PREVIOUS MINUTES

**That the question of accepting the minutes of October 10, 2007
(regular meeting) and the question of dispensing with the reading of
said minutes now be taken up.**

**VOTED: To accept the minutes of the October 10, 2007 (regular
meeting) and dispense with the reading of said minutes. MOTION BY:**

David Ketcham SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

2. UNFINISHED BUSINESS

LBC-219 Discuss and take action on library furniture proposals

Vic Antoniello notes that solicitor, in response to letter from David Ketcham, noted that in this situation we could go with the higher bidder. Clerk to draft award letter.

VOTED: To award the bid to Creative Office Pavilion in the amount of \$113,384. MOTION BY: David Ketcham SECONDED: Christopher Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-220 Discuss and take action on signage proposals.

Vic Antoniello notes there was only one bid received. Pam Redfern notes that the two main signs will need to be changed to wooden posts, which may result in a change order at some point. Clerk to draft award letter.

VOTED: To award the bid to Graphic Designers, Inc. in the amount of \$20,898. MOTION BY: David Ketcham SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-221 Discuss inquiry by the Capital Campaign Committee regarding recognition of contributors that gave in-kind donations or

services.

Discussed that we should re-invite Aaron Coutu or another committee member to attend. Clerk to send email.

VOTED: To TABLE item until a member of the Capitol Campaign Committee can be present. MOTION BY: Wayne Miller SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

VOTED: To DEFER DISCUSSION on LBC-222 & LBC-223 until change request portion of agenda. MOTION BY: David Ketcham SECONDED: Christopher Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-222 Discuss and take action on mechanical equipment covering. Resubmitted as a change request and listed as LBC-248 on this agenda. ADDITIONAL PAPERWORK SUBMITTED AT MEETING: Discuss and take action on Change Request #89 from E. W. Burman (dated 10/22/07) in the amount of \$31,045 relative to HVAC Roof Screening.

VOTED: To ACCEPT OPTION #3 on LBC-222/Change Request #89 in the amount of \$679. MOTION BY: David Ketcham SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-223 Discuss and take action on window treatment. Resubmitted

as a change request and is listed as LBC-246 on this agenda.

NO ACTION TAKEN

3. NEW BUSINESS

LBC-241 Discuss and take action on fire and security system.

Dan Joubert noted that Simplex does most of the town buildings. There was a question as to who should actually be responsible for this item.

VOTED: To ACCEPT the bid from Simplex in the amount of \$2870.

MOTION BY: David Ketcham SECONDED: Robert Martel THOSE

VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING

AGAINST: none

LBC-242 Discuss and take action on program room lighting.

Pam Redfern explained the reason for this item and the various options to replace the existing lights. It was determined to replace with 3 parachutes, 3 dragonflies, and 6 pods. An invoice will be submitted when new lights are ordered.

NO ACTION TAKEN

LBC-243 Discuss and take action on paint color in children's library.

ADDITIONAL PAPERWORK SUBMITTED AT MEETING:

Discuss and take action on Change Request #90 from E. W. Burman (dated 10/19/07) in the amount of \$903 relative to Repainting walls in Children's Room.

VOTED: To ACCEPT the change request as written and allow the librarians to choose the color. MOTION BY: Robert Martel
SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:
Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-244 Discuss and take action on countertop edges in children's area.

It was discussed that the hard straight edges on these countertops present a safety issue. Various options were discussed. A change request will be issued.

NO ACTION TAKEN

4. INVOICES & EXPENSES

LBC-226 Discuss and take action on SHELVING INVOICE #5224 from PSI-NESP (dated 10/18/07) in the amount of \$54,051.13 for 35% of contracted amount.

VOTED: To PAY INVOICE as written. MOTION BY: David Ketcham
SECONDED: Robert Martel THOSE VOTING FOR THE MOTION:
Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-245 Discuss and take action on INVOICE #31 from Lisa Rabideau (dated 10/14/07) in the amount of \$772.50 for clerk services.

VOTED: To PAY INVOICE as written. MOTION BY: David Ketcham
SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:
Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel,

Wayne Miller VOTING AGAINST: none

5. CHANGE ORDERS

LBC-246 Discuss and take action on Change Request #78 from E. W. Burman (dated 10/10/07) in the amount of \$8168 relative to Window Treatments.

VOTED: To APPROVE change request as written. MOTION BY: David Ketcham SECONDED: Christopher Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-247 Discuss and take action on Change Request #85 from E. W. Burman (dated 10/18/07) in the amount of \$7026 relative to Modifications TO Existing Mechanical Equipment Screen.

Discussion as to the various options. Michael Abbott of NCA advises that they will go half with the LBC on this item.

VOTED: To APPROVE change request as written in Option #1, with the cost being shared equally between NCA and the LBC. MOTION BY: David Ketcham SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

LBC-248 Discuss and take action on Change Request #86 from E. W. Burman (dated 10/18/07) in the amount of \$6597 relative to Painting of HVAC Rooftop Equipment.

VOTED: To REJECT change request as written. MOTION BY: Robert Martel SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely,

Robert Martel, Wayne Miller VOTING AGAINST: none

6. REPORTS

A. ARCHITECT

Pam Redfern notes that a letter from OLIS has been received regarding their requirements for the bronze plaque. (A copy of letter will be filed in this meeting packet)

B. CLERK OF THE WORKS

Clerk of the Works Weekly Site Report 10/15/07

Dan Joubert notes that Burman is expected to be done a week from Friday (November 2, 2007).

VOTED: To RECEIVE AND FILE. MOTION BY: David Ketcham

SECONDED: Christopher Blakely THOSE VOTING FOR THE

MOTION: Victor Antoniello, David Ketcham, Christopher Blakely,

Robert Martel, Wayne Miller VOTING AGAINST: none

C. GENERAL CONTRACTOR

Minutes from 10/10/07

Minutes from 10/17/07

VOTED: To RECEIVE AND FILE all. MOTION BY: David Ketcham

SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:

Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel,

Wayne Miller VOTING AGAINST: none

D. ENVIRONMENTAL CONTRACTOR NOT HERE

E. PLANNING DEPARTMENT

Tom Kravitz notes that he has discussed options for the fire-lane

markings in front of building with Harrisville Fire Chief Mark St.Pierre. He also notes that the road striping will be done next week.

F. LIBRARY ADMINISTRATION

Sandra Mundy noted that they are beginning to put items into the trailer, and that there will be information soon regarding the telephone system.

G. LIBRARY FUNDRAISING COMMITTEE

It was noted that the grand opening ceremony for the library is tentatively scheduled for April 27, 2008, at 2 p.m.

H. BUDGET UPDATE

David Ketcham will update budget to reflect votes taken tonight.

7. CORRESPONDENCE/COMMUNICATIONS

A. REQUEST(S) FOR INFORMATION TO BE RECEIVED NONE

B. REVIEW AND ACT ON CORRESPONDENCE/COMMUNICATIONS

1. Letter (dated 10-10-07) from Victor Antoniello to the JMS Capitol Campaign Committee regarding their silent auction.

2. Letter (dated 10-10-07) from Victor Antoniello to U.S. Senator Jack Reed regarding the donation of a flag for the new library.

Vic Antoniello notes that he did hear back from Senator Reed's office and they will be donating the flag as requested.

VOTED: To RECEIVE AND FILE all. MOTION BY: David Ketcham

SECONDED: Robert Martel THOSE VOTING FOR THE MOTION:

Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller VOTING AGAINST: none

8. GENERAL DISCUSSION OF PROJECT

Sandra Mundy notes that she would like to look into getting UV-protection film for some of the windows.

9. THIS MEETING WAS ADJOURNED AT 8:07 PM

**VOTED: To ADJOURN. MOTION BY: Robert Martel SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Robert Martel, Wayne Miller
VOTING AGAINST: none**

MINUTES

CERTIFIED

BY:

Lisa Rabideau, Clerk to LBC Date

MINUTES

APPROVED:

Victor Antoniello, LBC Chairman Date

NOTES FROM COMMITTEE CLERK:

1. THE NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, NOVEMBER 14, 2007 AT 6:30 P.M. AT THE OAKLAND MAPLEVILLE FIRE DEPARTMENT